ANNEXURE—*contd.*

S.O.

GOVERNMENT OF MYSORE.

CHIEF SECRETARIAT.

GENERAL ADMINISTRATION DEPARTMENT (GENERAL-2).

Circular No. GAD 45 FIS 58, dated 10th June 1958 (Jyeishta 20, Saka Era 1880).

Avail of the opportunities under various Foreign Aid Schemes

New procedure to be followed to — like Colombo Plan, Point Four Programme, etc.

CIRCULAR

No. GAD 45 FIS 58, DATED BANGALORE, THE 10TH JUNE 1958 (JYEISHTA 20, SAKA ERA 1880).

Instructions were issued in Circular No. GAD 18 FIS 57, dated 7th June 1957, regarding the procedure to be followed in cases pertaining to the grant of scholarships or sponsoring of candidates under the Colombo Plan, Technical Assistance Programme, etc. It has however been seen from experience during the past year that we have rarely been able to send our recommendations to the Government of India, in time and that as a consequence, it is probably that facilities of getting training abroad have been lost. In order to obviate the delays in forwarding the applications to the Government of India, the following revised procedure is prescribed:—

(*a*) Immediately on receipt of a communication for the Government of India, the Under Secretary (General), General Administration Department, will forward copies thereof to the Secretary to the Administrative Secretariat, the Heads of the Departments and other authorities who are likely to be in a position to make suitable recommendations in such cases. Simultaneously, it will be got published in the *Mysore Gazette*, except in cases where it is clear that the field of selection is limited to a few persons only.

(*b*) A communication sent in pursuance of sub-clause (*a*) above will indicate the last date by which the recommendation should be received in the General Administration Department.

(*c*) It will be the responsibility of the candidates if they want to be considered for any particular course to see that their applications reach the Head of the Department well in time. Within two days of the receipt of the application in his Office, the Head of the Department should forward it to the Secretary of the Administrative Department with his specific recommendation. Even in cases where he is not in favour of sponsoring a particular candidate he should forward the application of that candidate to Government with his opinion. He should also certify on each application whether there is sufficient budget provision in his departmental funds to meet the local and other costs which may be involved in the scheme.

ANNEXURE—*concld.*

(*d*) The applications received in the Administrative Department will be scrutinised by that Department and orders of the Minister concerned taken as to the candidates who are to be recommended from among the applicants. Only the names of those candidates which the Department deems fit will be forwarded by the Department direct to the Government of India and a copy of the letter endorsed to the General Administration Department for information and record.

(*e*) In a number of cases, the recommendations involved incurring of some local expenditure by the State Government. Where such expenditure is in accordance with Appendix II of the Mysore Pay and Allowance Rules, 1957, and there is specific budget provision to cover the expenditure, it will not be necessary to consult the Finance Department before forwarding the recommendations to the Government of India.

(*f*) In cases which involve expenditure not covered under sub-clause (*e*) above, no names will be recommended to the Government of India until Finance Department's concurrence to the expenditure is secured. It will be the responsibility of the Administration Department to consult Finance Department and secure its approval.

(*g*) In some cases the request for training may cover a number of Departments. If all the Departments are under the administrative control of the same Secretariat Department, the latter will naturally act as a co-ordinating authority. But, if different Secretariat Departments are involved, General Administration Department will act as a co-ordinating authority, *i.e.*, applications from candidates will be forwarded directly by the Heads of Departments to General Administration Department. If the time available permits, each Secretariat Department concerned will be consulted, otherwise, the orders of the Chief Minister will be obtained straightaway. Where consultation with Finance Department is necessary under Clause 'f', such consultation will be made by the General Administration Department.

It is essential that the time limits are strictly adhered to. Applications received late will not be entertained.

The receipt of this Circular may be acknowledged.

P. V. R. RAO,
Chief Secretary to Government,
General Administration Department
(General-2).

To—All Secretaries to Government.
All Heads of Departments.
Copy to all the Branches of the Secretariat.
The Compiler, *Mysore Gazette.*

Exd.—B.S.

I-2